



MEETING MINUTES
CITY OF HUNTINGTON BEACH
FINANCE BOARD
WEDNESDAY, APRIL 11, 2007 AT 6:00PM
CIVIC CENTER, LOWER LEVEL, ROOM B-8

- 1) **CALL TO ORDER:** At 6:08 PM, Chair Falzon called the meeting to order.
Chair Falzon, Vice Chair Geddes, Members: Garcia, Jones, King, Kovacs, Lograsso
Present: Rick Amadril, Central Services Manager, Carrie Gonzales, Acting Administrative Assistant
Citizens Present: Gary Puissegur
- 2) **PUBLIC COMMENTS:**
No public comments were made.
- 3) **APPROVAL OF MEETING MINUTES:**
March 14, 2007 – Member Garcia made a motion to approve the minutes, seconded by Vice Chair Geddes (6-0-1, Member Jones abstained)
- 4) **STAFF REPORTS/BUSINESS ITEMS:**
 - a) **Chairman's Update**
No chairman's update was given.
 - b) **Long Term Financial Plan**
Rick Amadril, Central Services Manager, Robert Sedlak, Accounting Manager, and Jennifer Lampman, Senior Administrative Analyst attended the meeting to discuss the evaluations of the four candidates that were interviewed. After discussion, The PFM Group was selected to negotiate into a contract. The Board came up with issues to be included in the contract structure:
 - The term will be 5 yrs. + 5 yrs.
 - What funds will be included? General Funds and Major Funds (Robert Sedlak to define)
 - Determine ownership of model
 - Make comments, changes or additions to the City's financial policies
 - Who will The PFM Group interview: Finance Staff, City Administrator and/or selected Department Heads
 - Performance Measures to be reviewed
 - Integrating tool with the budget process
 - How much training will be involved
 - Determine any new revenue sourcesThese issues will help define the scope of services.

Rick Amadril distributed a binder, which included:
 - Project chronology
 - Finance Board minutes
 - PowerPoint presentations from candidates
 - Request for qualifications to provide a Long Term Financial Plan
 - Vendor listing
 - Evaluation instructions and evaluation form
 - Proposal scores
 - Dunn & Bradstreet business reports
 - Reference letters and responses
 - Interview questions and comments
 - Interview schedules, panel members, questions, evaluation form
 - Interview scores
 - Proposal and interview comments
 - Negotiation issues



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c) Equipment/Vehicle Replacement Administrative Regulation

The Board asked for this to be postponed to the May 9, 2007 meeting. Chair Falzon asked to have the March 14, 2007 and April 11, 2007 draft versions, and his list of suggested changes to be emailed to the board members.

d) FY 2006/07 Capital Improvement Projects (CIP) Budget

The Board would like to keep this item on the agenda for possible further discussion.

e) Neighborhood Improvement Districts

No further discussion, Paul Emery has been invited to attend a future Board meeting to discuss the Park Huntington project.

5) OPEN ITEM LIST

Discussion on open item 2007-001. The Board asked if Dan Villella, Finance Director has met with Paul Emery regarding this item.

6) COMMENTS FROM BOARD MEMBERS

Member King informed the board he has changed his address. Chair Falzon asked that a new Finance Board data sheet be distributed with Member King's new address.

ADJOURNMENT

Member Garcia made a motion at 8:30 pm to adjourn the meeting to Wednesday, May 9, 2007 at 6:00 p.m., seconded by Member Kovacs. The motion was approved 7-0.

Respectfully submitted by:
Rick Amadril, Central Services Manager
Acting Secretary to the Finance Board